



Standards Committee

Approved

Tuesday, March 21, 2006
9:30 a.m. to 11:30 a.m.
PharmaCare Specialty Pharmacy
1002 East McDowell Road
Phoenix, AZ 85006-2625

The following provides a written summary of recorded minutes. To listen to the official recorded minutes, contact Planning Council Support. The recording will be provided for review.

PHOENIX

EMA

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WHITE

PLANNING

COUNCIL

MEETING MINUTES

Attended: Claire Sinay, Colin Sheffield, Debby Elliott, Deborah Frusciano, Helen Lansche, John Zielinski, Michelle Barker, Randall Furrow, Tara Geotas

Alternates:

Excused: Larry Stähli

Absent:

Guests: Randy Gearhart, Lezli Stone, John Sapero, Michael Bryson, Tim Solarz

Welcome, introductions and declarations of any conflicts-of-interest

Michelle Barker called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Michelle Barker determined that quorum was established, with seven of nine members present at 9:35 p.m.

Review and approval of the minutes for the February 21, 2006, meeting

The date on the minutes listed the incorrect month. Deborah Frusciano said her absence was excused.

MOTION: John Zielinski moved to accept the minutes as amended. Helen Lansche seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Michelle Barker
Standards Committee Chair

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MEETING MINUTES *continued*

Committee Chair update

None.

Administrative Agent update

Lezli Stone reported that an organizational change has occurred placing Jane DuFrane and the AA's office under the supervision of Richard Matens. Also, Jacquelyn Meeks has resigned and Bob England is now the interim director of Public Health.

Revise and develop the standards of care

The committee completed revisions to the standards of care for Primary HIV Medical Care (available from PCS) based upon input from Quality Management and HRSA consultants. Helen Lansche agreed to confirm that the standards are in line with what Title III requires. [Following the meeting, she reported to Planning Council Support (PCS) that they are in line with Title III.]

The addition of the following statement was also recommended for the approved standards for Pharmaceuticals (both Title I and Title II):

- Compliance with the State of Arizona requirements for the provision of primary medical care, and the Planning Council's Universal Standards of Care

MOTION: Randall Furrow moved to recommend the Standards of Care for Primary HIV Medical Care to the Planning Council for approval. John Zielinski seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

The committee discussed the following invitees to participate for 2 meetings to develop standards for Mental Health Services on April 18 and May 16, 9:30-11:30 a.m., in the Joshua Room at Public Health:

- Dr. Maselli
- Wayne King—Jewish Family & Children's Services
- MIHS—Dr. Laura Don ask for referral
- Chicanos Por La Causa—ask for referral (Louie Tapia?)
- TERROS—Kathy Paddock for referral
- Nova—John Hohl
- Pinal County
- Value Options
- Phoenix Children's Hospital

Samples of standards for the service category from Harold Phillips would be supplied to the invitees.

MEETING MINUTES *continued*

Lezli Stone suggested reviewing the Universal Standards of Care at the June meeting so that the committee could develop indicators. Harold Phillips would supply feedback on the suggested revisions at that time.

Review the Quality Management Plan

Lezli Stone solicited feedback on the draft of the Quality Management Plan developed for Ryan White Care Services by a consultant (available from PCS). A consensus of the committee agreed to delay comment until Harold Phillips could present his views on the plan and the Standards Committee's roles in it at the June committee meeting.

Helen Lansche reported that Title III will undergo an operational performance review in June by HRSA which may affect the QM schedule due to staff availability.

Revisions to the committee's Policies and Procedures

At the Rules Committee's suggestion, the committee revised their policies and procedures to add the following responsibility:

- Collaborate with the Quality Management staff on the analysis of the outcome evaluation of each service category in order to better refine standards of care.

MOTION: Helen Lansche moved to forward the document to the Planning Council for approval. Claire Sinay seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Current events summaries

Planning Council Support invited participation in the upcoming Ryan White Leadership Academy.

Tara Geotas announced that Lisa Sanchez from El Rio Clinic has replaced Steve Stephens in ADAP.

Michelle Barker announced an opening for a nurse manager at Phoenix Body Positive.

Debby Elliott announced an opening for a case manager who is fully bi-lingual at HIV Care Directions.

Randy Gearhart announced an opening for a substance abuse therapist.

MEETING MINUTES *continued*

Call to the public

None.

Discussion of agenda items for the next meeting

The committee determined that standards of care for Substance Abuse Treatment would be discussed at the next two meetings, and developed a list of invitees.

Adjourn

The meeting adjourned at approximately 11:17 a.m.

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